

## **BP 4100 Associate Degree and Certificate Requirements**

**Reference: Title 5, Section 55063  
Academic Senate Resolution 9.03 F08**

The Associate in Science degree shall include degrees in the Science, Technology, Engineering, Mathematics (STEM) and most Career Technical Education (CTE) programs. The Associate in Arts shall include all other disciplines.

In accordance with law and with the rules and regulations of the California Community College Board of Governors and the Santa Clarita College District Board of Trustees, the requirements for the degree Associate in Arts or Associate in Science are defined below:

### 4100.1 Graduation Requirements

- 4100.1a Satisfactory completion of a minimum of 60 semester units of degree applicable coursework including general education, major courses, and competencies required by the catalog of which the student has rights. Catalog rights are defined in AP 4100.3
- 4100.1b A minimum of a 2.0 grade point average in a curriculum, which the District accepts toward the degree.
- 4100.1c A student must earn 12 semester units in residence at the Santa Clarita Community College District.
- 4100.1d A student must be in good standing at College of the Canyons.
- 4100.1e A maximum of 18 semester units of coursework with the grade "P" or "CR" can be used towards the 60 degree applicable units required.

### 4100.2 Major Field of Study

A student must satisfactorily complete a minimum of 18 semester units in a major field of study or an area of emphasis from those specified in the District course catalog. A minimum grade of "C" in each course in the major field of study is required. Courses taken with a grade of "P" or "CR" may not be used to meet the major requirements or area of emphasis, for the Associate Degree.

### 4100.3 Multiple Majors

Multiple majors are acceptable and occur when a student works simultaneously toward the completion of more than one major field of study. Completion of the major field of study does not change if a student has declared multiple majors. Students must complete a minimum of 18 semester units in each major. An Associate in Science or Associate in Arts degree with a multiple major can be earned by completion of all general education requirements plus the courses required for the majors as outlined in the College catalog under Associate Degree Programs.

#### 4100.4 General Education Requirements

Students receiving an Associate Degree must satisfactorily complete the requirements in general education selected from the following areas indicated below. A given course may meet requirements in only one area, with the exception of the Diversity Requirement, which may count in another area, if applicable.

- 4100.4a      Natural Sciences (minimum 3 semester units)
- 4100.4b      Social and Behavioral Sciences (minimum 3 semester units)
- 4100.4c      Humanities (minimum 3 semester units)
- 4100.4d      Language and Rationality – (minimum of 6 units required)  
(1) English Composition (minimum 3 semester units)  
(2) Communication and Analytical Thinking (minimum 3 semester units)
- 4100.4e      American Institutions Requirement (minimum 3 semester units) Units completed must cover categories 1 and 2 below. -  
(1) United States History  
(2) U.S. Constitution, State and Local Government
- 4100.4f      Physical Education and Wellness (minimum 2 semester units)
- 4100.4g      Diversity Requirement – (minimum 1 course)  
The course used to satisfy this area may also be used to satisfy another area of General Education, if applicable.

#### 4100.5 Competency Requirements

All students granted an AA or AS degree shall have demonstrated college-level competence in reading, written expression, and mathematics. Courses meeting these competencies may double count in the Language and Rationality General Education area and are listed in the college catalog. A grade of “C” or higher or “P” or “CR” must be earned in the math and English courses used to fulfill this requirement.

#### 4100.6 Associate Degrees with General Education Exceptions

The Santa Clarita Community College District offers transfer Associate Degrees with exceptions made to the General Education Requirements listed in section 4100.4. The specific exceptions are listed below. The Associate Degrees listed below have exceptions made based on current law or requirements placed on the degree by external certifying boards.

- 4100.6a      Requirements for AA-T and AS-T transfer majors prescribed by SB 1440 are exempt from all local General Education Requirements and may not be changed by local authorities.
- 4100.6b      The Liberal Arts and Sciences majors (as well as the former Transfer Studies major) are exempt from the Physical Education and Wellness requirement.

4100.6c The RN and LVN-to-RN majors are exempt from Physical Education and Wellness and the Diversity requirement.

4100.6d The Paralegal Studies major must meet the American Bar Association criteria. Therefore a separate General Education pattern is required for this major.

#### 4100.7 Courses Specified

The Santa Clarita Community College District shall specify in its college catalog the courses that may be taken by a student in each of the required areas listed above.

#### 4100.8 Additional Associate Degrees Subsequent to the First Associate Degree Earned

The Santa Clarita Community College District is authorized to award an additional Associate Degree provided all of the following conditions are met:

4100.8a All major requirements for the additional degree must be satisfied, per student's catalog rights.

4100.8b Courses used towards the first degree may be used towards the major in the second degree.

4100.8c A minimum of 12 semester units are completed in residence within Santa Clarita Community College District after the awarding of the first degree. Students are exempt if they completed the first Associate Degree in the Santa Clarita Community College District.

4100.8d All current Santa Clarita Community College District general education requirements listed above will have been met with the awarding of the first degree. If not, these additional general education courses will also be required.

#### 4100.10 Academic Recognition at Graduation

Academic recognition at graduation will be based upon all degree applicable units from College of the Canyons and from all other regional accredited colleges where the student has completed units. Categories of academic recognition include the following.

4100.10a Cum Laude Graduate – requires a cumulative Associate degree applicable grade point average of 3.5 - 3.69.

4100.10b Magna Cum Laude Graduate - requires a cumulative Associate degree applicable grade point average of 3.7 - 3.89.

4100.10c Summa Cum Laude Graduate - requires a cumulative Associate degree applicable grade point average of 3.9 - 4.0.

4100.10d Chancellor's Honors Scholar – the student or students with the highest cumulative Associate degree applicable grade point average and has completed the College of the Canyons Honor's Program requirements;

including at least a 3.5 grade point average in all University of California transferable courses.

- 4100.10e Valedictorian – the student or students with the highest cumulative Associate degree applicable grade point average.

#### 4100.11 Credit Certificate Requirements

A Certificate of Achievement is awarded by the District when a student has successfully completed the required courses in an approved program of study as specified in the Degree Curricula and Certificate Programs in the college catalog. The Certificate of Achievement has a minimum of 18 units required.

A Certificate of Specialization is awarded by a Department in an area of specialization requiring less than 18 units of coursework. The issuance of the departmental award is not recorded on a student's official transcript.

- 4100.11a For all Certificates of Achievement except the CSU General Education Breadth and the UC-IGETC and CSU-IGETC, Students must complete at least half of the units required for the certificate program in residence and must earn a grade of "C" or better, "P" or "CR" in each course required for the certificate.
- 4100.11b For the CSU General Education Breadth Certificate of Achievement, a student must complete a minimum of 12 units in residence and complete a minimum of 30 of the 39 required units with a grade of "C" or better, "P" or "CR", including the following areas: A1- Oral Communication, A2- Written Communication, A3 – Critical Thinking, and B4- Mathematical /Quantitative Reasoning.
- 4100.11c For the UC-IGETC and CSU-IGETC Certificates of Achievement, a student must complete at least one course in residence and complete all courses with a "C" or better, "P" or "CR". "P/NP" or "CR/NC" courses are acceptable up to a total of 14 units.

#### 4100.12 Non-Credit Certificate Requirements

Certificates of Completion and Competency are noncredit awards granted by the District to students who have demonstrated mastery skills within a noncredit area.

- 4100.12a Students must complete required courses in an approved program of study as specified in the Continuing Education section of the course catalog.
- 4100.12b For the Certificate of Competency within the noncredit ESL program, the student must meet the criteria for the certificate based on the combination of placement and successful course completion with a grade of "P".
- 4100.12c For the Certificate of Completion the student must complete all required courses in the approved program of study as listed in the college catalog.

Approved 03/26/14